



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: January 7, 2016

TO: Local Education Agency Principals, Local and Intermediate School District Superintendents, and Public School Academy Directors

FROM: Norma Jean Sass *NJS*
Deputy Superintendent, Education Services

SUBJECT: Michigan Department of Education (MDE) Accountability & Accreditation School/District Reporting Requirements

This communication is to inform you of the reporting requirements for federal and state accountability and accreditation. You are required to submit the following online reports (during the designated timeframes) which are accessible through the AdvancED [ASSIST website](#):

SCHOOL REPORTS

- EdYES! ReportDue March 18, 2016 or
*4 weeks prior to AdvancED External Review
 - School Systems Review (SSR), OR
 - Interim Self Assessment or *Self Assessment
- Program Evaluation Tool Due June 30, 2016
- School Improvement Plan (SIP) Due September 1, 2016
 - Please note school reports are assigned based on school status. For Title I planning purposes, districts may choose to have School Improvement Plans submitted as early as April 1, 2016. Schools moving from Title I Targeted Assisted to Title I Schoolwide must submit by June 1, 2016.

DISTRICT REPORTS

- District Requirements ReportDue April 22, 2016 or
*4 weeks prior to AdvancED External Review
 - District Systems Review (DSR), OR
 - District Interim Self Assessment or *District Self Assessment

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- District Improvement Plan (DIP) or Due June 30, 2016
Single Building District Improvement Plan (SBDIP)
- Program Evaluation Tool Due June 30, 2016

School Reports should be reviewed by superintendents and accepted for the purposes of fulfilling the requirements of the Michigan School Accountability Score Cards. AdvancED accredited entities submit the Interim Self-Assessment or Self-Assessment reports for purposes of the School Report Card.

Further information on reporting requirements is available on the School Improvement Support [website](#). For detailed instructions on submitting reports, please see the Resources section of the [AdvancED/MDE website](#). Please note that there are tabs for Schools, Districts, Quick Guides, and additional Training.

In addition, assistance is available from your local ISD/RESA, the appropriate MDE office, or the AdvancED Michigan Office. Contact information is provided at the bottom of the AdvancED/MDE website (accessible via the above link).

[Subscribe](#) to the School Improvement Reporting email list and get information about the ASSIST platform and reporting due date reminders delivered directly to your inbox.

Questions regarding this communication may be directed to Diane Fleming and the School Improvement Support Unit at 517-373-4213.

cc: Michigan Education Alliance